



King County

**Department of Development
and Environmental Services**

900 Oakesdale Avenue Southwest
Renton, Washington 98055-1219
206-296-6600 TTY 206-296-7217

ABC PERMITS: Information About the Already Built Construction Process

For alternate formats, call 206-296-6600.

1. When construction has occurred without the benefit of some or all of the permits required there are three options a person can use to obtain a permit or resolve the concerns and problems. This process applies to property currently located in Unincorporated King County. **Construction that has occurred without benefit of a permit is subject to double permit fees. A deposit of \$500.00 will be required for permit application.**

Option 1 - The applicant or property owner can choose to remove the construction or work that occurred without a permit and return the site to its preconstruction state. (Use Development Assistance Bulletin # 3 - Demolition Permits)

Option 2 - If construction is in process and if the applicant can meet all current codes then a permit is applied for and processed through the usual application and review process. (Use Development Assistance Bulletin # 7 & 9 - For Residential or # 5 & 8 for Commercial Permits)

Option 3 - If construction has already occurred you can choose to use the ABC (Already Built Construction) Process.

Additional Information about Option 3

This ABC Process will assist applicants in obtaining the necessary permits where construction has occurred without first obtaining a building permit where required by the King County Code. During this process you will work with the staff at the Department of Development and Environmental Services (DDES) Building Services Division (BSD) to determine what the requirements will be to obtain a permit. This will include what will be required to bring the structure into compliance with fire, life and safety requirements. There may be instances where a permit cannot be granted, in such cases; option 1 above must be followed. This process is designed to help in resolution of existing violations but may not solve all of them.

The steps that need to occur in this process are:

2. Obtain an Already Built Construction (ABC)-Application Request Form and Work Sheet.
3. Fill out the questionnaire as completely as possible
4. Submit 1 copy of the completed worksheet, Affidavit for application form, Health application form (if applicable), a site plan drawn to engineer scale on letter or legal size paper, pictures (inside and out of building/structure), and **a deposit of \$500.00 will be required.**
5. Once the above has been received your request will be inputted into our computer system and given a permit application number.
6. A Lead Building Inspector will review the application. An inspector may contact you to set up an appointment to visit the site. If the inspector finds any situations that pose an immediate life-safety hazard you will be required to resolve or mitigate the hazard as soon as possible. The inspector will let you know what options you have to resolve these immediate hazards. Any identified life-safety hazards will need to be addressed in addition to any known code enforcement issues.

Check out the DDES Web site at www.metrokc.gov/ddes

7. Once your application is in the system and once the file is received back from inspections, you will be mailed a letter detailing the estimated fees, any additional information that is needed, and the reviews your application will require OR you will be sent correspondence indicating why a permit is not possible.
8. Once your permit has been reviewed you will be given a Notice of Conditional Permit Issuance that will need to be recorded with the King County Office of Records and Elections on the property prior to permit issuance.
9. When you come in to pick up your building permit you will need to bring a recorded copy of the Notice of Conditional Permit Issuance. You may also need to bring any other items noted on the permit approval notice.
10. Once the permit has been issued you will need to call and schedule an inspection.

Common Questions

How much will it cost?

The **deposit of \$500.00** is made at the time of the application submittal and counts toward the permit fees. 100% of the deposit fee will be credited to your permit.

The fees for the permit itself will be based on the fee ordinance in effect at the time of permit application. Usual charges include base fees, plan review, site review and inspection fees.

Construction that has occurred without benefit of a permit is subject to double permit fees.

This process does not eliminate the double fee. Fee Waiver Request Forms are available and each is reviewed and acted on in accordance with existing ordinances and policies.

What Happens when the Inspector visits the site?

The inspector while visiting the site will be looking for any immediate hazards those affect occupants, the building, the environment, and/or neighboring properties. These hazards involve, but are not limited to: structural elements, fire and life safety elements, drainage and erosion control, shorelines and sensitive areas, unstable slopes and fills, health hazards, electrical hazards and plumbing hazards. Any observed situations that pose an immediate hazard must be resolved or mitigated as soon as possible. These will need to be addressed in addition to any known code enforcement issues.

What Codes will apply?

After a complete permit application has been submitted, DDES will begin review of your application. Your permit application will be reviewed to the code requirements in effect at the time construction occurred. However, DDES may consider whether modifications to applicable codes are warranted due to the age of the construction. Modifications to current code requirements will be applied only if they do not lessen any fire-protection requirements or degree of structural integrity.

If I have an open code enforcement case how does it relate to the ABC process ?

Any correspondence that that you receive from the ABC Permit Review Coordinator is also sent to the code enforcement office to be included in your file. Code enforcement staff will coordinate enforcement activity with the ABC Permit Review Coordinator to encourage your efforts to obtain the necessary permits.